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ABSTRACT

This document presents the annual report for Vermont's LSTA (Library Services and Technology Act) programs for the 2001 fiscal year. Part A, "Numerical/Landscape Data," compiles numerical information on grants, applications, and awards for the fiscal year. Part B, "Promising Practices/Exemplary Programs," describes a cooperative program between the State Department of Libraries and the University of Vermont Access Office related to reference and interlibrary loan services. Part C, "Report of Goals," provides a chart that shows LSTA funds, all other funds, type of library, user groups, and evaluation method for 11 goals. Part D, "Projects," contains brief descriptions of eight funded projects. A financial status report is appended. (MES)

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ED 480 566

State of Vermont

Department of Libraries

Library Services & Technology Act

FY2001

Annual Report

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IR058752

LSTA Annual Report FY 2001 **State Name:** **Vermont**
OMB # 3137-0037 exp. 12/31/2001

Part A. Numerical/Landscape Data

This section is used to compile numerical information on grants, applications, and awards for the current fiscal year.

Table A-1	Public	School	Academic	Special	Multi-type	SLAA	Totals
Number of Eligible Applicants	195	360	24	17	0	1	597
Number of Eligible Applications	48	0	1	0	0	10	59
Amount Requested ($)	$110,389	$0	$10,000	$0	$0	$560,868	$ 681,257
Number of Grants Funded	31	0	1	0	0	10	42
Amount Awards ($)	$94,309	$0	$10,000	$0	$0	$560,868	$ 665,177

Definitions:

Eligible applicants include: public libraries, public elementary and secondary schools, academic libraries; research libraries who make publicly available library services and materials suitable for scholarly research and not otherwise available to the public and that are not an integral part of an institution of higher education; and a private library or other special library, but only if the State in which such private or special library is located determines that the library should be considered a library for purposes of this subchapter.

Number of eligible applications refers to the number of eligible requests for LSTA funds in any given fiscal year. This number includes: competitive and non-competitive grants, subgrants, contracts and cooperative agreements with eligible libraries and those projects/activities conducted within or by the State Library.

Table A-2 Purpose of LSTA	# Grants Awarded	Total Funds Awarded
Linkages Among Libraries - establish or enhance electronic linkages among or between libraries	1	$63,173.00
Linkages With Others - link libraries electronically with educational, social or informational services	0	$0.00
Accessing Information - assist libraries in accessing information through electronic networks	2	$119,842.00
Consortia/Sharing - encourage libraries in different areas, and encourage different types of libraries to establish consortia and share resources	3	$162,297.00
Computers/Telecommunications - pay costs for libraries to acquire and share computer systems and telecommunications technologies	32	$102,119.00
Targeted Services - target library and information services to persons having difficulty using a library and to underserved urban and rural communities	4	$217,746.00
Total	42	$665,177

NOTE: Amount above does not include $3,146 for program administration.

FY 2001	Part B. Promising Practices/Exemplary Programs	State: VERMONT

Project Title: Reference and Interlibrary Loan Services: Department of Libraries/University of Vermont Access Office				* Statewide Project
Project Director (1): Marjorie D. Zunder			Phone Number: 802-828-3261	
Library: State of Vermont Dept. of Libraries			Type of Library: State Library Agency	
Mailing Address: 109 State Street				
City: Montpelier	State: VT	Zip Code: 05609	E-mail: marj.zunder@dol.state.vt.us	
Project Director (2): Mara R. Saule			Phone Number: 802-656-2020	
Library: Bailey/Howe Library			Type of Library: Academic Library	
Mailing Address: University of Vermont				
City: Burlington	State: VT	Zip Code: 05405	E-mail: mara.saule@uvm.edu	
Amount Funded: $34,226.00	Matching Funds: $362.00*		Number Served: 576,814**	

Project Description: We believe that the Department of Libraries/University of Vermont Access Office is a unique arrangement between a state library agency and a state land-grant institution. This arrangement allows the Department of Libraries (DOL) to make the resources of the University of Vermont (UVM) libraries available to libraries and their users on a statewide basis.

There is a long history of resource sharing among all types of Vermont libraries. In fact, in 1999, the last year for which statistics are available, the National Center for Educational Statistics (NCES), Vermont ranked 10th nationally in the number of interlibrary loans received per 1,000 population.

In the spirit of this long-standing tradition of resource sharing, the DOL/UVM Access Office was established in 1971. A formal agreement between UVM and DOL (see Attachment A below) provides an LSTA grant ($10,000) to the University for expansion of its reference collections while providing for a DOL staff member to be housed at UVM's Bailey/Howe Library in order to make use of that library's resources to assist libraries statewide. DOL's staff member, a professional librarian, works 24 hours per week at the Bailey/Howe Library, and handles all in-state interlibrary loans to UVM from Vermont libraries of all types and makes use of that library's reference and other collections to assist Vermont's local libraries with their information needs.

DOL assumes all salary and benefit costs for its employee, as well as the cost of postage, photocopying, supplies and other office expenses for the processing of interlibrary loan requests to UVM from Vermont libraries.

In state fiscal year 2001 (July 1, 2000 – June 30, 2001), the DOL/UVM Access Office processed nearly 3300 requests for loans of, photocopies from, or information from materials in the UVM libraries' collections. About 50% of the requests came from academic libraries in Vermont, with the remainder coming from Vermont's public and school libraries.

Use of LSTA funds in the DOL/UVM Access Office in FFY2001 are as follows:

Grant to UVM:	$10,000
DOL Staff	$20,562
Interlibrary Loan/Office Expenses	$ 3,664
TOTAL	**$34,226**

FY 2001	Part B. Promising Practices/Exemplary Programs	State: VERMONT

Project Title: Reference and Interlibrary Loan Services: Department of Libraries/University of Vermont Access Office				x	Statewide Project
Project Director (1): Marjorie D. Zunder			Phone Number: 802-828-3261		
Library: State of Vermont Dept. of Libraries			Type of Library: State Library Agency		
Mailing Address: 109 State Street					
City: Montpelier	State: VT	Zip Code: 05609	E-mail: marj.zunder@dol.state.vt.us		
Project Director (2): Mara R. Saule			Phone Number: 802-656-2020		
Library: Bailey/Howe Library			Type of Library: Academic Library		
Mailing Address: University of Vermont					
City: Burlington	State: VT	Zip Code: 05405	E-mail: mara.saule@uvm.edu		
Amount Funded: $34,226.00	Matching Funds: $362.00*		Number Served: 576,814**		

*includes Department of Libraries' state general fund monies only. Does not include the value of any match by the University for additional use of University resources.

**576,814 represents the number of Vermonters with public library service

Evaluation: Tell-it as well as statistics.

Attachment A

AGREEMENT FOR VERMONT LIBRARIES RESOURCE-SHARING SYSTEM

This agreement made and entered into by the State of Vermont, Department of Libraries (hereinafter called "Libraries") and the University of Vermont and State Agricultural College (hereinafter called "University") for the purpose of operating a Vermont Libraries Resource-Sharing System.

1. For its part the University agrees:

   (a) To provide Libraries' designated employee full use of University's library resources in a manner consistent with University's operating policies and regulations.

   (b) To furnish sufficient space for a desk, chair, file and any other equipment or furnishings necessary for Libraries' employee to perform effectively and efficiently assigned duties in an area within University's Bailey/Howe Library.

   (c) To bill Libraries for the following operating costs of Libraries' employee: telecommunications charges and incidental costs for phone, postage, office supplies and copying services on a monthly basis. Copying services will be at the rate of 7 cents per photocopy and 15 cents per microprint copy.

   (d) University will use the grant to be provided by Libraries in a manner consistent with the expansion of reference capability, not duplicating resources already in existence at University or Libraries, through mutual understandings and agreement.

Project Title: Reference and Interlibrary Loan Services: Department of Libraries/University of Vermont Access Office			* Statewide Project
Project Director (1): Marjorie D. Zunder		Phone Number: 802-828-3261	
Library: State of Vermont Dept. of Libraries		Type of Library: State Library Agency	
Mailing Address: 109 State Street			
City: Montpelier	State: VT	Zip Code: 05609	E-mail: marj.zunder@dol.state.vt.us
Project Director (2): Mara R. Saule		Phone Number: 802-656-2020	
Library: Bailey/Howe Library		Type of Library: Academic Library	
Mailing Address: University of Vermont			
City: Burlington	State: VT	Zip Code: 05405	E-mail: mara.saule@uvm.edu
Amount Funded: $34,226.00	Matching Funds: $362.00*		Number Served: 576,814**

(c) University agrees to comply with all of the requirements of 21 VSA Chapter 5, Subchapter 6 relating to fair employment practices, to the extent applicable. UVM shall also ensure, to the full extent required by the Americans with Disabilities Act of 1990, that qualified individuals with disabilities receive equitable access to the services, programs, and activities provided by UVM under this agreement. UVM further agrees to include this provision in all sub agreements.

2. For its part, in consideration of the space to be provided and the full access of Libraries' employee to University's Bailey/Howe Library resources, Libraries will:

(a) Provide a grant of $10,000, one-quarter of which will be payable on the execution of this contract and the remaining amount will be payable after October 1, 2001.

(b) Assume responsibility for all necessary operating costs of its employee including but not limited to salary and State of Vermont benefits, telecommunications charges per usage by Libraries and a share of the monthly telephone line charges, and incidental costs of telephone, postage, office supplies, cost of on-line bibliographic and copying services. Copying service will be at the rate of 7 cents per photocopy and 15 cents per microprint copy.

(c) Provide the necessary furnishings and equipment for its employee including but not limited to a desk, chair, typewriter and file.

3. The agreement shall be effective on July 1, 2001, and end on June 30, 2002.

PART C. Report of Goals

Revised 6/21/00

FY - 2001 State: VERMONT

a. LSTA FUNDS ($ per goal)	b. ALL OTHER FUNDS ($ per goal)	c. TYPE OF LIBRARY (number of projects for each goal)						e. USER GROUPS (Enter #1 in each box that applies for each goal, zero (0) if not)						f. EVALUATION METHOD (Enter #1 in each box that applies for each goal, zero (0) if not)				
		Public	K-12	Academic	Special	Multitype	Statewide	Children	Youth	Adults	Elderly	Other	Mixed	Impact Study	Outcome	Tell it	Other*	Mode
1. Projects that make content available in all appropriate media																		
$ 232,152	$ 369,450	1					4	1	1	1	1					1	1	
2. Projects that enhance access by improving electronic networks and linkages																		
$ 165,292	$ 102,833	1					1	1	1	1	1					1	1	
3. Projects that enhance the ability of the staff to provide electronic services																		
$ 61,420	$ 8,092	1	1				1	1	1	1	1					1	1	
4. Projects that support literacy for children and adults																		
$ 0	$ 38,906	1	1					1	1							1	1	
5. Projects that involve helping library users to acquire new knowledge and skills in our rapidly changing society																		
$ 0	$ 0																	
6. Projects that provide services to users in support of learning																		
$ 0	$ 0																	
7. Projects that use adaptive technologies or special services to access																		
$ 69,798	$ 141,696						1					1				1	1	
8. Community outreach projects targeting the underserved																		
$ 141,348	$ 400,889	1	1				1	1	1	1	1					1	1	
9. Community outreach projects targeting people not served																		
$ 8,119	$ 21,358	1	1				1	1	1	1	1					1	1	
10. Projects that encourage and support partnerships																		
$ 0	$ 0																	
11. Programs that support and encourage advocacy for libraries and library services																		
$ 0	$ 35,497						1	1	1	1	1					1	1	
TOTAL $	TOTAL $	TOTAL # per Category																
$603,177**	$ 1,115,081	6	4	0	0	0	10											

*Evaluation Method: "Other" generally means statistics are available.

**Does not include $3,148 LSTA for program administration.

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Awarded FY 2001	PART D. PROJECTS	State: VERMONT
Project Title: Statewide Library Development - Regional Library Services		
Type of Project (Type C): C- 1,8,9,11		# Served: 608,827*
Director: Sybil Brigham McShane	Phone: 802-828-3265	
Library: State of Vermont Dept. of Libraries	E-mail: sybil.mcshane@dol.state.vt.us	
Address: 109 State Street	Evaluation Type: Tell-it/Other [i.e. statistics]	
City: Montpelier	State: VT	Zip Code: 05609
Amount Awarded: $136,701	* Check here if a statewide project	

Description: Provide training and consulting services to all types of librarians in professional library practices, both traditional and technological, formal and informal

Work with librarians and library trustees to advocate for local libraries and library services

Make content available through supplemental book collections to under/unserved through local libraries, in person or through mobile library demonstration projects

Participate in statewide resource-sharing and expedite interlibrary loans for small libraries and individuals

[Consortia/sharing - $34,329; Targeted Services - $102,372]

*608,827 represents the population of Vermont

Awarded FY 2001	PART D. PROJECTS	State: VERMONT
Project Title: Reference and Interlibrary Loan Services		
Type of Project (Type C): C-1		# Served: 576,814*
Director: Sybil Brigham McShane	Phone: 802-828-3265	
Library: State of Vermont Dept. of Libraries	E-mail: sybil.mcshane@dol.state.vt.us	
Address: 109 State Street	Evaluation Type: Tell-it/Other [i.e. statistics]	
City: Montpelier	State: VT	Zip Code: 05609
Amount Awarded: $117,968	* Check here if a statewide project	

Description: Co-ordinate the Vermont Resource Sharing network which oversees and promotes resource-sharing among Vermont libraries of all types

Maintain an access office at the University of Vermont to expedite reference and interlibrary loan services

Provide advanced reference services to under/unserved through local libraries or directly, acts a clearinghouse for reference and interlibrary loan assistance

Provide training and consulting services to all types of librarians in areas of traditional and computerized reference tools

[Consortia/sharing - $117,968]

*576,814 represents the number of Vermonters with public library service

Awarded FY 2001	PART D. PROJECTS	State: VERMONT
Project Title: Reference and Interlibrary Loan Services - Department of Libraries/University of Vermont Access Office		
Type of Project (Type C): C-1		# Served: 576,814*
Director: Mara R. Saule	Phone: 802-656-2020	
Library: Bailey/Howe Library	E-mail: Mara.Saule@uvm.edu	
Address: University of Vermont	Evaluation Type: Tell-it/Other [i.e. statistics]	
City: Burlington	State: VT	Zip Code: 05405
Amount Awarded: $10,000	* Check here if a statewide project	

Description: Make available office space, reference and general collection, electronic resources, and other University of Vermont Libraries support services to the Dept. of Libraries' Access Office.

The Access Office exists in conjunction with the Dept. of Libraries Reference and Interlibrary Loan Services to expedite reference and interlibrary loan services from the University of Vermont's collections to Vermont libraries of all types.

[Consortia/sharing - $10,000]

*576,814 represents the number of Vermonters with public library service

Awarded FY 2001	PART D. PROJECTS	State: VERMONT
Project Title: Statewide Library Development – Children's and Continuing Education Services		
Type of Project (Type C): C-3,4,8,9,11		# Served: 608,827*
Director: Sybil Brigham McShane	Phone: 802-828-3265	
Library: State of Vermont Dept. of Libraries	E-mail: sybil.mcshane@dol.state.vt.us	
Address: 109 State Street	Evaluation Type: Tell-it/Other [i.e. statistics]	
City: Montpelier	State: VT	Zip Code: 05609
Amount Awarded: $37,035	* Check here if a statewide project	

Description: Provide training and consulting services to all types of librarians in professional library practices, both traditional and technological

Provide specialized training and consulting services to all types of librarians in children's services and literacy

Partner with non-library private and government organizations to promote library services to children and literacy

Co-ordinate long range planning for children services in public libraries

Develop and maintain minimum standards for public libraries

Co-ordinate a program for certification of public librarians without formal library training.

[Targeted Services - $37,035]

*608,827 represents the population of Vermont

Awarded FY 2001	PART D. PROJECTS	State: VERMONT
Project Title: Special Services to the Handicapped and Institutions		
Type of Project (Type C): C-7,8		# Served: 608,827*
Director: Sybil Brigham McShane	Phone: 802-828-3265	
Library: State of Vermont Dept. of Libraries	E-mail: sybil.mcshane@dol.state.vt.us	
Address: 109 State Street	Evaluation Type: Tell-it/Other [i.e. statistics]	
City: Montpelier	State: VT	Zip Code: 05609
Amount Awarded: $78,339	* Check here if a statewide project	

Description: Maintain the National Library Service (NLS) for the Blind and Physically Handicapped regional library program in Vermont

Provide a supplemental collection of large-print materials to under/unserved through local libraries or directly

Provide supplemental services to state-run institutions, such as correctional facilities, youth facilities and training schools, include materials, consulting and training

[Targeted Services - $78,339]

*608,827 represents the population of Vermont

Awarded FY 2000	PART D. PROJECTS	State: VERMONT
Project Title: Technical Services		
Type of Project (Type C): C-1		# Served: 576,814*
Director: Sybil Brigham McShane	Phone: 802-828-3265	
Library: State of Vermont Dept. of Libraries	E-mail: sybil.mcshane@dol.state.vt.us	
Address: 109 State Street	Evaluation Type: Tell-it/Other [i.e. statistics]	
City: Montpelier	State: VT	Zip Code: 05609
Amount Awarded: $63,422	* Check here if a statewide project	

Description: Provide training and consulting services to all types of librarians in standardized cataloging practices, both traditional and technological

Insure access to materials for resource-sharing by providing catalog card sets or MARC records to eligible public libraries

Insure access to materials for resource-sharing by maintaining statewide online bibliographic databases

[Accessing Information - $63,422]

*576,814 represents the number of Vermonters with public library service

Awarded FY 2001	PART D. PROJECTS	State: VERMONT
Project Title: Vermont Automated Libraries System (VALS)		
Type of Project (Type C): C-1,2,3		# Served: 576,814*
Director: Sybil Brigham McShane	Phone: 802-828-3265	
Library: State of Vermont Dept. of Libraries	E-mail: sybil.mcshane@dol.state.vt.us	
Address: 109 State Street	Evaluation Type: Tell-it/Other [i.e. statistics]	
City: Montpelier	State: VT	Zip Code: 05609
Amount Awarded: $171,712	* Check here if a statewide project	

Description: Provide access to and coordinate the statewide electronic library network for all types of libraries.

Provide internet access and other types of connectivity for local libraries, especially public libraries. [$7,810 paid for 22% of the cost of dial-access internet connections for 142 libraries] [$11,335 paid for 100% of the cost of high-speed internet access for 9 libraries] as follows:

Town/Library Name	Amount
Brandon/Brandon Free Public	$1,520
Burlington/Fletcher Free	$1,400
Colchester/Burnham Memorial	$1,584
Hyde Park/Lanpher Memorial	$1,520
Montpelier/Kellogg-Hubbard	$1,631
Newport/Goodrich Memorial	$755
N. Bennington/J.G. McCullough Free	$1,200
Richford/A. A. Brown Memorial	$225
Stamford/Stamford Community	$1,500

Provide for public access computers in local libraries [$32,974 paid for the cost of a public access computer at 21 local libraries to provide access to online resources and the internet] as follows:

Town/Library Name	Amount
Brighton/Island Pond Public	$1,570.19
Bristol/ Lawrence Memorial	$1,570.19
Chelsea/Chelsea Public	$1,570.19
Colchester/ Burnham Memorial	$1,570.19
Derby/Dailey Memorial	$1,570.19
Grand Isle/Grand Isle Free	$1,570.19
Hartford/Quechee	$1,570.19
Highgate/Highgate Free	$1,570.19
Lyndonville/Cobleigh Public	$1,570.19
Newport/Goodrich Memorial	$1,570.19
North Troy/Rand Memorial	$1,570.19
Putney/Putney Public	$1,570.19
Rochester/Rochester Public	$1,570.19
Rockingham/Rockingham Free Public	$1,570.19
Shelburne/Pierson	$1,570.19
Springfield/Springfield Town	$1,570.19
Swanton/Swanton Public	$1,570.19
Wardsboro/Wardsboro Free Public	$1,570.19
Waterbury/Waterbury Village Public	$1,570.19
Williston/D. Alling Memorial	$1,570.19
Woodbury/Woodbury Community	$1,570.19

Provide for access to statewide bibliographic databases for local libraries and for individuals directly.

Provide licensing and access to commercial databases for local libraries [$6,473 paid for 22% of the cost of providing selected online databases to local libraries.]

Provide training and consulting services to all types of librarians in professional library practices involving technology in libraries

Act as the electronic gateway for access to state and federal government information

[Linkages among libraries – $63,173; Accessing Information - $56,420; Computers/Telecom - $52,119]

*576,814 represents the number of Vermonters with public library service

Awarded FY 2001	**PART D. PROJECTS**	**State: VERMONT**
Project Title: Vermont Automated Libraries System (VALS) – Advanced Technology Grant		
Type of Project (Type C): C-1,2,3		# Served: 23,941
Director: Paula J. Baker	Phone: 802-773-1860	
Library: Rutland Free Library	E-mail: rutland_free@dol.state.vt.us	
Address: 10 Court Street	Evaluation Type: Tell-it/Other [i.e. statistics]	
City: Rutland	State: VT	Zip Code: 05701
Amount Awarded: $50,000	Check here if a statewide project	

Description: Assist public libraries in achieving major upgrades to their integrated library automation systems in order to improve library services both locally and statewide.

Eligible libraries are public libraries that currently have a large-scale (licensed for a minimum of 20 simultaneous users), integrated library automation system and are seeking to upgrade both the hardware and software for that system to accommodate improved services. These improved services must include, but are not limited to, providing an Internet accessible OPAC and access through Z39.50 client/server systems.

The Rutland Free Library serves the City of Rutland and Towns of Rutland, Mendon, Tinmouth and Ira. The library serves a predominately English speaking community of 23,941. Some 14,662 are registered patrons. Each day it serves an average of 421 patrons entering into its single facility. The library has 86,916 titles (108,131 volumes) in its print collection. There are also more than 3,624 non-print items, including audio-cassettes, records, and videos. The library also subscribes to 307 current serials.

After a competitive bid and formal evaluation process, the Rutland Free Library contracted with the SIRSI Corporation of Huntsville, AL and migrated from its late 1980's era MultiLis automated system to the SIRSI system. Total cost of project: $117,336.

This project is consistent with the Vermont Automated Libraries System (VALS) goals providing for access to statewide bibliographic databases for local libraries and for individuals directly. The online catalog of the Rutland Free Library now accessible through VALS ((http://web2.dol.state.vt.us) on the "multiple library search" menu using the Z39.50 server protocol. The Rutland Free Library makes its collections available to other Vermont libraries for resource sharing. The system can also be accessed at: http://www.rutlandfree.org.

[Computers/Telecom - $50,000]

FY 2000 Allotment

State **Vermont**

FINANCIAL STATUS REPORT

(*Long Form*)

(*Follow Instructions on previous pages and next page*)

X Final Report
Interim Report

1. Federal Agency and Organizational Element to Which Report is Submitted.	2. Federal Grant or Other Identifying Number Assigned By Federal Agency	OMB Approval No.	Page of
IMLS - State Program	**LS – 00045-00**	**0348-0039**	**1 Pages**

3. Recipient Organization (*Name and complete address, including ZIP codes*)
Vermont Department of Libraries, 109 State Street, Montpelier, VT 05609-0601

4. Employer Identification Number	5. Recipient Account Number or Identifying Number	6. Final Report	7. Basis
03-6000274		Yes No	**X** Cash Accrual

8. Funding Grant Period (*See instructions*)		9. Period Covered by This Report	
From: (Month, Day, Year)	To (Month, Day, Year)	From: (Month, Day, Year)	To: (Month, Day, Year)
October 1, 1999	September 30, 2001	October 1, 1999	September 30, 2001

10. Transactions:	i Previously Reported	ii This Period	iii Cumulative
a. Total outlays			**1,714,242**
Refunds, rebates, etc.			
c. Program income used in accordance with the deduction alternative			
d. Net outlays (Line a, less the sum of lines b and c)			**1,714,242**
Recipient's share of net outlays, consisting of:			
e. Third party (in-kind) contributions			**-0-**
f. Other Federal awards authorized to be used to match this award			**-0-**
g. (1) Program income used in accordance with the **matching** or cost sharing alternative			**308,247**
(2) Program income used as **MOE** not report in 10 g 1 (Sec. 223)			**35,073**
h. All other recipient outlays not shown on lines e, f, or g			**772,561**
i. Total recipient share of net outlays (sum of lines e, f, g, and h)			**1,115,881**
j. Federal share of net outlays (line d less line i)			**598,361**
k. Total unliquidated obligations			**-0-**
l. Recipient's share of unliquidated obligations			**-0-**
m. Federal share of unliquidated obligations			**-0-**
n. Total Federal share (sum of lines j and m)			**598,361**
o. Total Federal funds authorized for this funding period			**598,361**
p. Unobligated balance of Federal funds (Line o minus line n)			**-0-**
Program income consisting of:			
q. Disbursed program income shown on lines c and/or g above			
r. Disbursed program income using the addition alternative			
s. Undisbursed program income			
t. Total program income realized (Sum of lines q, r, and s)			

11. Indirect Expenses	a. Type of Rate (Place "X" in appropriate box) Provisional	Predetermined	Final	Fixed
	b. Rate	c. Base	d. Total Amount	e. Federal Share

12. Remarks: *Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation*

Administration of the Act: 598,361 (Allotment) x .04 = 23,934 (Allowable) - 3,146 (Actual) = 20,788 (Difference)

0 Total 2000 Federal $ not expended

0 Amount legally obligated - Date obligations expected to clear

0 Total funds to be deobligated

Certification: **I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes are set forth in the award documents.**

Typed or Printed Name and Title	Telephone (area code, number and extension)
Sybil Brigham McShane, State Librarian	**802-828-3265**
Signature of Authorized Certifying Official	Date Report Submitted: **January 31, 2002**

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Standard Form 269 (Rev. 7-97)
Prescribed by OMB Circulars A-102 and A-110

FY 2000 Allotment

State **Vermont**

FINANCIAL STATUS REPORT
(*Long Form*)

Public reporting burden for the collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing and reviewing the collection of information. Send comments regarding the burden estimates or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0039), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET.

Please type or print legibly. The following general instructions explain how to use the form itself. You may need additional information to complete certain items correctly, or to decide whether a specific item is applicable to this award. Usually such information will be found in the Federal agency's grant regulations or in the terms and conditions of the award (e.g., how to calculate the Federal share, the permissible uses of program income, the value of in-kind contributions, etc.). You may also contact the Federal agency directly.

Item	Entry
1, 2 and 3	Self-explanatory.
4	Enter the Employer Identification Number (EIN) assigned by the U.S. Internal Revenue Service.
5	Space reserved for an account number or other identifying number assigned by the recipient.
6	Check yes only if this is the last report for the period shown in item 8.
7	Self-explanatory.
8	Unless you have received other instructions from the awarding agency, enter the beginning and ending dates of the current funding period. If this is a multi-year program, the Federal agency might require cumulative reporting through consecutive funding periods. In that case, enter the beginning and engine dates of the grant period, and in the rest of these instructions, substitute the term "grant period" for "funding period".
9	Self-explanatory.
10	The purpose of columns I, II and III is to show the effect of this reporting period's transactions on cumulative financial status. The amounts entered in column I will normally be the same as those in column III of the previous report *in the same funding period*. If this is the first or only report of the funding period, leave columns I and II blank. If you need to adjust amounts entered on previous reports, footnote the column I entry on this report and attach an explanation.
10a	Enter total gross program outlays. Include disbursements of cash realized as program income if that income will also be shown on lines 10c or 10g. Do not include program income that will be shown on lines 10r or 10s. For reports prepared on a cash basis, outlays are the sum of actual cash disbursements for direct costs for goods and services, the amount of indirect expense charged, the value of in-kind contributions applied, and the amount of cash advances and payments made to subrecipients. For reports prepared on an accrual basis, outlays are the sum of actual cash disbursements for direct charges for goods and services, the amount of indirect expense incurred, the value of in-kind contributions applied, and the net increase or decrease in the amounts owed by the recipient for goods and other property received, for services performed by employees, contractors, subgrantees and other payees, and other amounts becoming owed under programs for which no current services or performances are required such as annuities, insurance claims, and other benefit payments.
10b	Enter any receipts related to outlays reported on the form that are being treated as a reduction of expenditure rather than income, and were not already netted out of the amount shown as outlays on line 10a.

Item	Entry
10c	Enter the amount of program income that was used in accordance with the deduction alternative.
Note:	Program income used in accordance with other alternatives is entered in lines q, r, and s. Recipients reporting on a cash basis should enter the amount of cash income received; on an accrual basis, enter the program income earned. Program income may or may not have been included in an application budget and/or a budget on the award document. If actual income is from a different source or is significantly different in amount, attach an explanation or use the remarks section.
10d	e, f, g, h, I, and j. Self-explanatory.
10k	Enter the total amount of unliquidated obligations, including unliquidated obligations to subgrantees and contractors. Unliquidated obligations on a cash basis are obligations incurred, but not yet paid. On an accrual basis, they are obligations incurred, but for which an outlay has not yet been recorded. Do not include any amounts on line 10k that have been included on lines 10a and 10j. On the final report, line k must be zero.
10l	Self-explanatory.
10m	On the final report, line 10m must also be zero.
10n	o, p, q, r, s and t. Self-explanatory.
11a	Self-explanatory.
11b	Enter the indirect cost rate in effect during the reporting period.
11c	Enter the amount of the base against which the rate was applied.
11d	Enter the total amount of indirect costs charged during the report period.
11e	Enter the Federal share of the amount of 11d.
Note:	If more than one rate was in effect during the period shown in item 8, attach a schedule showing the bases against which the different rates were applied, the respective rates, the calendar periods they were in effect, amounts of indirect expense charged to the project, and the Federal share of indirect expense charged to the project to date.

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